



City of Biggs

Agenda Item Staff Report for the Regular City Council Meeting: September 19, 2011 6:00PM

DATE: August 26, 2011
TO: Honorable Mayor and Members of the City Council
FROM: Pete Carr, City Administrator/Finance
SUBJECT: Policy for Sale of Surplus Assets (Discussion/Action)

Council will consider whether to direct staff to produce a draft policy for the sale of City surplus assets.

Background

The City's current practice for disposing of surplus assets meets minimum State requirements of offering property for sale to the public by some common method and directing all proceeds to the City treasury. Recent examples in practice include the sale of the former public works real estate on Seventh Street, attempts to sell the City-owned house at Family Park, a small lot sale of old equipment, and a single piece of equipment sale.

City attorney advises that the city is vested with free and unrestricted discretionary power to determine what personal property shall be disposed of and when and how disposition shall be made. The only restriction imposed by general basic law is that disposition shall be for benefit of the City and its constituents. Once sold, the council should accept the proceeds by way of a consent agenda item.

Mayor Frith suggests Council consider a code (an ordinance that would be codified) or a policy to establish all sales of surplus property be by "Small Lot Sale," and advertised online (i.e. Craigslist, etc.) or in print media depending on size or need of the sale. The code would also indicate that proceeds be deposited in a designated equipment replacement account of the General Fund.

Staff has not studied the subject further, thus no additional report or recommendation is available at this point.

Attachments: none

Recommendation: Direct staff.

Fiscal Impact: N/A